

**INLAND WETLANDS & WATERCOURSES AGENCY  
REGULAR MEETING MINUTES  
MONDAY, JANUARY 9, 2012 – 7:30 p.m.  
WOODSTOCK TOWN HALL, LOWER LEVEL, ROOM B**

**MINUTES**

**Present:** Chair Mark Parker, Vice Chair Dan French, Andrew Massey, Marla Butts, Diane Wolff, Terry Bellman (Wetlands Agent), Tina Lajoie (Wetlands Clerk)

- a. **Call to order** – Meeting was called to order by Chair Mark Parker at 7:37 p.m.
- b. **Roll call** – Andrew Massey, Mark Parker, Marla Butts, Dan French
- c. **Designation of alternates** – None
- d. **Minutes – December 5, 2011**  
**Correction on Item e, Old Business. “No disturbance is proposed within wetlands area but only in the regulated area.” Replace regulated with upland review since this is the proper term.**  
**MOTION BY MS. BUTTS TO APPROVE THE MINUTES OF 12-05-11, SECONDED BY MR. FRENCH. MOTION CARRIED UNANIMOUSLY.**
- e. **Old business** – None
- f. **New Business**
  - 1. #01-12-01 John Bartolomei, Rt 169 (Map 5130, Block 29, Lot 47A) - Construction of single family dwelling, driveway and septic system  
Mr. Bartolomei is present as the owner and applicant and has an updated site plan to present. A permit from the State DOT will be required for the paved apron onto the road. A 12” RCP minimum is proposed so there will be no damming up of water. Silt fence is also shown. The nature of the wetlands is more or less like a saddle and it is a very narrow, intermittent watercourse along the boundary line. This lot was taken out of the Healey’s large parcel in the 1970’s. The application doesn’t appear complete because the grading is not shown. Chair Parker would like the driveway location to be reconsidered to an area further away from the wetlands to minimize the impact. A straighter driveway might be easier for plowing. Michael Schaefer, Soil Scientist, delineated the wetlands about a month ago and this will be identified on the final plans. Owner has no objection to a site walk by the Agency members. Once this site plan is complete in a week, applicant will be submitting to NDDH for their review and there should be documentation for the next meeting. The Agency needs the following for the next meeting:  
An updated plan/map that shows the location, map scale, post grades, septic system location, E&S controls, wetlands delineated by soil scientist.  
**MOTION BY DIANE WOLFF TO RECEIVE APPLICATION #01-12-01 FOR CONSIDERATION, WITH THE UNDERSTANDING THAT FURTHER INFORMATION, AS SHOWN ABOVE, WILL BE**

**SUBMITTED AT THE NEXT MEETING. SECONDED BY MARLA BUTTS. MOTION CARRIED UNANIMOUSLY.**

2. #01-12-02 Jen Dean Brown, W. Quasset Rd. (Map 6393, Block 65, Lot 226-2) – Construction of single family dwelling, driveway and septic system. Paul Archer from Archer Surveying is present on behalf of the Brown's. A re-subdivision application will be submitted to PZC and wetlands approval is required as part of this process. None of the work proposed is within 260 feet of West Quasset Lake. The stone wall that is shown acts as a silt fence. As explained by Ms. Butts, if there is no regulated activity, the Agency can simply submit their comments or notice to PZC that a permit would not be required. 8-7d of the Conn Gen Statutes is read for the record for clarification. Since there are wetlands and watercourses on the property that are way beyond the upland review minimum, a report can be generated to PZC stating activity does not require a permit.

**MOTION BY MARLA BUTTS TO REJECT THE APPLICATION, WITHOUT PREJUDICE, AS IT DOES NOT INVOLVE A REGULATED ACTIVITY AND THAT THE PZC COMMISSION BE NOTIFIED OF SUCH DECISION. SECONDED BY ANDREW MASSEY.**

Discussion on the proper wording. **Motion withdrawn by Ms. Butts.** Based on the application, the fact that all proposed work is way beyond the upland review area and the proper E&S controls were shown, IWWA could allow a wetland's agent sign-off. However, as stated by Mr. Archer on behalf of the applicant, to avoid any potential problems with PZC, he asks that IWWA follow regular procedure as with all applications to accept at this meeting and approve next month.

**MOTION BY MARLA BUTTS TO ACCEPT APPLICATION #01-12-02 FOR CONSIDERATION, SECONDED BY ANDREW MASSEY. MOTION CARRIED UNANIMOUSLY.**

**g. Staff Reports**

1. Daily summary of construction reports provided by CME are available for review.

Terry Bellman visited the site and explains the E&S control measures that he inspected. He states that the area is very wet and filling up with silt and he recommends modifying and upgrading some of the silt fencing going along the construction driveway. WA has been notified by the overseeing engineer. Marla Butts states that if the contributing drainage area is greater than an acre or football field, then the silt fencing would not be adequate control since they are rated only for an acre. She recommends stone check dams for up to 2 acres. This with hay bales in the center and filled over with the stone would be quite effective. This would be 2" stone for up to 2 acres of contributing drainage. Bellman states the stone is located in front of that waddle as well and the E&S controls are not failing and good, and as long as they are maintained, should be acceptable.

2. Terry Bellman will check on the status of the Hopkins Bridge work being proposed. He has not heard anything about this work to date.

3. Notification of Timber Harvest received from Hull Products, Inc. for Mark & Paul Lipman, property location is corner Perrin Road and Hopkins Rd. The objective with timber harvest is to establish hardwood regeneration. It was determined that the State of CT Farm Bureau Association form has already been modified for Woodstock and allows place for Commission and Agent signatures. It was recommended that the proper form be sent to the applicant since the work is not scheduled to start until September of 2012 and a new contract will be required to be submitted with this application.

**h. Communications and bills**

1. Stonebridge Press, legal results ad for Chamberlin Family - \$22.05

**Signed off on by Chair Parker as it falls below the minimum amount which does not require a vote.**

2. Budget requests for FY 2012-2013 – The following was approved after careful consideration. Lajoie will submit to the Treasurer.

Staff Overtime:	\$ 600
Mileage:	\$ 200
Notices:	\$ 700
Materials and Supplies:	\$ 500
Dues and Conferences:	\$ 500
Contractual Services:	\$1000
<b>TOTAL</b>	<b>\$3,500</b>

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If approved, this would decrease IWWA total budget by approximately 10%. The Agency members have discussed what they believe are the most critical areas in their budget and they agree that the categories of notices and staff overtime would be most important, followed by materials and supplies, contractual services, dues and conferences and mileage. IWWA members also agree that the amount of \$1,500 shown for legal fees should remain unchanged .

3. CT DEEP Emergency Authorization – Bridge stabilization on Route 169 over Gravelly Brook (near County Road)

Signed December 15, 2011 and states it shall expire 30 days after issuance which gives them until January 15<sup>th</sup>. Members agree that the bridge is eroded. Disturbance noted is .01 acres, 435 square feet. Terry will contact to determine how complicated the work proposed will be. Diane Wolff states she did see trucks in the area within the last few weeks. Chair Parker will follow-up.

4. CT Federation of Lakes News – December 2011

5. Public Hearing Notice for Jan 10, 2012 beginning at 3:00 and continued to 7:00 p.m on application from North Atlantic Towers, LLC- New cell tower proposed off of Rt 198

6. Lajoie received an e-mail from Dr. Gordon, Chair of the PZC, that requested information regarding a definition for their regulations for inland wetlands and watercourses agency. This was discussed in detail and the following was decided upon.

As defined in the Special Acts and Ordinances of the Town of Woodstock concerning Inland Wetlands and Watercourses, effective January 11, 1974, the Woodstock Inland Wetlands and Watercourses Agency was established pursuant to Public Act 155 of 1972 as amended by Public Act 571 of 1973 to implement the Inland Wetlands and Watercourses Act (IWWA) Sections 22a-36 through 22a-45 of the Connecticut General Statutes. The definition in the CGS is as follows: "Inland wetlands agency" means a municipal board or commission established pursuant to and acting under section 22a-42 of the Connecticut General Statutes.

Ms. Butts is requesting a copy of the Town Ordinance for her records.

- i. **Adjournment – 9:30 p.m.**  
**MOTION TO ADJOURN THE MEETING BY ANDREW MASSEY,**  
**SECONDED BY DIANE WOLFF. MOTION CARRIED**  
**UNANIMOUSLY.**

Respectfully submitted,

Tina M. Lajoie, Clerk  
 Inland Wetlands & Watercourses Agency